



**LASSEN COUNTY**  
**CHILDREN AND FAMILIES COMMISSION**  
**MEETING MINUTES**

November 6, 2003, 1:30 p.m.  
1345 Barry Creek Plaza, Suite B  
Susanville, California

**Commissioners Present:** Doug McCoy, Kathy Colvin, Alternate, Mae Sherman, Barbara Malone, Betsy Elam, Alternate Member Shannon Gerig, Janice Irvin, Jim Chapman

**Commissioners Absent:** Alternate Member Brian Dahle, Sheral Thorlaksson, Patsy Jimenez,

**Commission Staff:** Laura Roberts,

**Visitor:** Lisa Holmstrom, Jean Hodge, Janet Lasick, Stu Ratner, James Moore

1. **Welcome and Introductions:** Chairperson, Doug McCoy called the meeting to order at 1:40 p.m. The Chairperson welcomed everyone, and all introduced themselves.

2. **Public Comment:** There was no public comment.

3. **Approval of Agenda:** Commissioner Chapman Irvin moved that the agenda be approved as amended. Commissioner Sherman seconded the motion. There was no discussion. The motion passed.

4. **Consent Calendar:** The consent calendar was presented. Commissioner Malone moved to approve the consent calendar. Commissioner Sherman seconded the motion. The motion passed. Items approved on the consent calendar are:

- 2a. SUBJECT: Approval of Minutes LCCFC Meeting of October 2, 2003
- 2b. SUBJECT: Approval of Fiscal Report
- 2c. SUBJECT: Authorize payment of Audit Expense to Bartig, Basler and Ray

5. **Northeastern Application for Children's Oral Health Initiative:** Janet Lasick presented the application, stating that it has truly been a collaborative effort of the Commission Staff, the Lassen Oral Health Task Force. She added that NRHC is very willing to serve as the fiscal agent for the grant. Children are waiting now for oral surgery and a surgeon will be arriving once per month starting in November. The coordination is the most valuable component to the initiative. Jean Hodge expressed gratitude for the commitment of the Commission. Commissioner Chapman moved to award the grant application for the 3 year period to NRHC. Commissioner Irvin seconded the motion. Commissioner Elam questioned the use of the mini grant form. It was merely used as a guide for getting the necessary information before the Commission. Commissioner McCoy questioned the evaluation line item as potentially inadequate and also expressed a need for more action steps to achieve the objectives. The motion passed unanimously.

6. **Susanville City Fire Department Mini Grant Application:** Stu Ratner, Battalion Chief at the Fire Department presented the grant application. He commented on the recent FEMA grant wherein a fire safety trailer is being built for the department and outlying districts to use to educate children and families about fire safety. They lacked some educational tools to present the messages about fire safety. Therein is the purpose of the mini grant application, to purchase the puppets and "Pluggy" the remote operated fire hydrant, that will speak and move about children at events to carry the message. Commissioner Malone commented that children's safety is often

unfounded and under funded throughout Lassen County. It was explained that this trailer and the puppet and “Pluggy” resource will be available county-wide. Commissioner Chapman questioned the methods to be used to target the 0-5 population. This will be specified in the Memorandum of Understanding. Commissioner Malone moved that the mini grant be approved. Alternate Commissioner Colvin seconded the motion. Commissioner McCoy questioned the amount that was received from FEMA. It was responded \$39,000 was received from FEMA. The City of Susanville provided 10% matching funds. The Prop 10 portion is only to fund the puppets and robot for use in preschools and other such organizations that target birth to 5 year aged children. It was commented how could the impact to children be measured over the long term. Commissioner Elam stated that the stop-drop-and roll process is demonstrated in the class that the child has learned the process. Often the children demonstrate to their families the stop-drop-and roll activity also. Commissioner Elam stated that children have a 90% chance of remembering something if they actually do the activity. Video taping a demonstration was suggested. It was also suggested that a presentation to the Board of Supervisors is in order after the equipment is obtained. There being no further questions, the motion carried unanimously. The new model scoring forms were very helpful in the process.

7.      **Additional Book for New Parent Kits:** “What To Do When Your Child Gets Sick” was considered for inclusion in the New Parent Kit. The book was discussed. The funds are available to purchase the enough books to put in the kits for as long as the New Parent Kit project lasts. Commissioner Elam moved to purchase the books for the New Parent Kits for as long as the NPK Project lasts. Commissioner Sherman seconded the motion. The motion carried unanimously.

8.      **Reports: AmeriCorps Report:** Lisa Holmstrom reported on the AmeriCorps Project . She recently returned from a training on the new cycle of the AmeriCorps Project. She reported on the types of referrals they are receiving, the collaboration of the FRC’s, Public Health, and other agencies. She reported on the types of families being served which range through all income levels. The Growing Great Kids Tier II certification for the staff is being implemented. The new AmeriCorps workers are currently in training. Assessment forms have been implemented which direct the levels of service that may be needed for the participating family. The Ages and Stages questionnaire will be implemented soon which will identify developmental levels. The AmeriCorps project is collaborating with the Children’s System of Care. Amy Osborn finished her AmeriCorps term and has been hired as a team leader for AmeriCorps teams. Leslie Naseth also completed her first term and has re-enrolled for a second term. Other members are still working on their first term. A home visitor is being recruited for the Big Valley area. The South County AmeriCorps worker will be on staff soon also. Additional training will be received by Lillian Arnold to perform the AmeriCorps supervision of workers in Big Valley. Lisa Holmstrom asked to be agendized in January to bring additional information to the Commission on behalf of families. Lisa stated that they are receiving additional PEDS training next week.

**Director’s Report:** Laura Roberts reported on the annual report progress. Lassen County was the only county to submit the entire report electronically. Good feedback between Stanford Research Institute and the local level has occurred to help formulate the software for future use. The local data will be available in January. The Annual Audit was submitted. Funds have been received for the administrative augmentation and travel. The continuation of this type of funding is in question and will be considered again by the State Commission in January. Laura added information about the progress of the Behavioral Health Initiative planning group. The next meeting will be on December 5, 2003, 1:00 p.m. Jeannie

Jacobs will be a speaker at the meeting and will share how a similar project has been implemented in Shasta County.

Commissioner Chapman reported on a visit to Bieber. He and CAO Andy Whiteman visited the Big Valley Family Resource Center. The Center was very busy with a play group going on, referrals being made, and the strong welcome by the children being served. The building has highway frontage and is very visible. New carpet has been installed. Lillian Arnold gave the grand tour. The funding that was set aside by the Board of Supervisors for the BVFRC is a good investment. Commissioner Chapman suggested that a future Commission meeting be held in Bieber.

Jean Hodge stated that Dr. Noel will be here on November 20, 2003 at Richmond School to speak on children's oral health. He will also visit the McKinley School to observe the oral health project in action.

11.    **Learning Opportunity:** Safe From The Start video was presented. This video discussed the effect of violence on the growth and development of a child. This is the 6 minute version for Law Enforcement officers. There is a 1 hour version available as well as other information for anyone that wants to incorporate additional information into their lines of work.

12.    **Adjourn:** The meeting was adjourned at 3:05 p.m.

Respectfully submitted,

Laura J. Roberts  
Executive Director